



Health and
Wellness

Prince Edward Island Blood and Body Fluid Exposure Guideline

October 2023

**Department of Health and Wellness
Chief Public Health Office**

Blood and Body Fluid Exposure Guideline

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Blood and Body Fluid Exposure Guideline

1. INTRODUCTION

Exposure to blood and body fluids (BBF) in a community or healthcare setting (via a needlestick, sharp, or splash) is a public health concern.

These guidelines are designed for Health Care Providers involved in assessing and/or treating persons exposed to potential infections of hepatitis C virus (HCV), hepatitis B virus (HBV), or Human Immunodeficiency Virus (HIV).

2. GOALS

The goal of this guideline is to provide the information to support the risk assessment and clinical management of persons exposed to BBF, in order to reduce the risk of transmission of bloodborne viruses.

3. DEFINITIONS

Bloodborne pathogen - Any pathogen that can be transmitted from one person to another via blood. Pathogens may also be transmitted by other body fluids. The mode of transmission varies depending on the pathogen, the type of body fluid and the nature of the exposure.

BBF – Blood and Body Fluid

BBF exposure - An event where a person is exposed to potentially infectious blood and bodily fluids through one of the following:

- **Percutaneous** - exposure through puncture of skin by needlestick or another sharp object
- **Permucosal** - exposure through contact with mucous membranes
- **Non-intact skin** - exposure through eczema, scratches, and damaged skin
- **Sexual** – exposure through sexual activity

CPHO – Chief Public Health Office

RASP – Risk Assessment Stratification Protocol to determine PEP recommendation for HIV

Post-exposure prophylaxis (PEP)- Short-term treatment started as soon as possible after high-risk exposure to an infectious agent such as: HIV or hepatitis B virus (HBV). The purpose of PEP is to reduce the risk of infection. Specific direction regarding PEP for HBV and HIV can be found in Appendix E. There is no PEP for HCV but treatment is available.

SDM - Substitute Decision Maker

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4. IMMEDIATE POST-EXPOSURE PROCEDURE

Needlestick:

Allow free bleeding of the wound. Do not squeeze the wound as this may destroy surrounding tissue. Wash injured area thoroughly with soap and water. Do not use bleach.

Mucous membranes (eye, nose mouth):

Flush the area(s) thoroughly with copious amounts of water or normal saline solution.

Skin:

Wash thoroughly with soap and water. Do not use bleach.

5. FOLLOW UP PROCEDURE

5.1 If the exposure occurred in an occupational setting:

- Notify the Manager/Supervisor in the work area
- Initiate Workers Compensation paperwork following the incident.

The health care provider involved in assessing /treating the exposed person should:

5.2 Fill out the *Blood and Body Fluid Exposure Worksheet* (Appendix A).

5.3 If completion of sections 1 and/or 2 of the *Blood and Body Fluid Exposure Worksheet* confirms **NO significant exposure** then no further action is required.

5.4 If completion of sections 1 and/or 2 of the *Blood and Body Fluid Exposure Worksheet* indicates significant exposure is confirmed, follow steps provided in section 3 of the *Worksheet*.

5.5 Assess the risk of the source fluid by completing the *Source Risk Assessment* (Appendix B) with the Source or the Substitute Decision Maker (SDM). This form is completed using the information available. If the source refuses testing, treat as an unknown source. Testing for the source should be ordered STAT.

- **Unknown Source** – If the source is unknown and the exposure is significant, the exposed should proceed to the nearest Emergency Department for assessment and blood work.
- **Known Source** - Complete the *Source Risk Assessment* (Appendix B). If the source is available for testing, order serology testing for the source (**needlestick source** and page QEH microbiology staff if source is a patient in the hospital).

NOTE: If the exposure was from a discarded needle in the community setting, PEP is not required.

5.6 If the source is considered to be high risk order the “needle stick exposed” panel in CIS. If ordering from a community setting order the following tests: ALT, ALP, HBAB, HBAG, HCV, HBC, HIV, CBC, Urea, Creatinine, Electrolytes, Total Bilirubin.

5.7 Complete the treatment section (Tables 1 and 2) of the *Body Fluid Exposure Worksheet*.

5.8 Provide exposed person with the *Blood and Body Fluid Exposure Fact Sheet* (Appendix C).

5.9 Provide support, education and counselling to the exposed person.

5.10 **Arrange for follow up testing as required.**

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6. ATTENDING PHYSICIAN / DELEGATE

6.1 Review Tables 1 and 2 of the *Blood and Body Fluid Exposure Worksheet*.

6.2 Review RASP decision tool (Appendix D) for HIV PEP.

6.3 If HIV PEP is required:

- Prior to ANY PEP (Post Exposure Prophylaxis) medication being started, perform a **urine pregnancy test** on any woman of child-bearing age.
- A full review of current medications is required for potential interactions with HIV PEP medications. HIV PEP medication recommendations are found in *Post-Exposure Prophylaxis (PEP) Recommendations for Significant Exposure to Blood and Body Fluids* (Appendix E). Seven day starter packs are available in all provincial Emergency Departments.
- Notify the CPHO if PEP is required.
- Prescriptions for the remaining 21 days of treatment should be faxed to the Provincial Pharmacy using the appropriate fax form. If the exposure is work related, Workers Compensation paperwork must be filed for coverage of the cost of medication.
- Advise patients to have F/U bloodwork done in 3 months

6.4 If Hepatitis B PEP is required:

- 6.4.1 Refer to *Post-Exposure Prophylaxis (PEP) Recommendations for Significant Exposure to Blood and Body Fluids* (Appendix E). The initial dose of HBIG and Hep B vaccine is given in the emergency department.
- 6.4.2 Instruct client to contact Public Health Nursing for completion of the vaccine series.

7. SEXUAL EXPOSURE

For a sexual assault please see the Sexual Assault orderset for testing instructions. PEP for HIV and HBV would be as noted in Post-Exposure Prophylaxis (PEP) in Appendix E Recommendations for Significant Exposure to Blood and Body Fluids.

8. APPENDICES

- A. Blood and Body Fluid Exposure Worksheet
- B. Source Risk Assessment
- C. Blood and Body Fluid Exposure Fact Sheet
- D. Risk Assessment Stratification Protocol (RASP) for use by health care professionals when discussing postexposure prophylaxis for HIV exposure
- E. Post-Exposure Prophylaxis (PEP) Recommendations for Significant Exposure to Blood and Body Fluids
- F. Provincial Pharmacy Fax Form

Blood and Body Fluid Exposure Guideline

REFERENCES

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Exposed Person/Source Demographic Data		
Name of Exposed _____ MRN _____		
Date/Time of Exposure _____		
Geographic location where exposure occurred _____		
Accident/Injury workers comp report filled out? Yes ___ No ___ N/A ___		
Source Name (if known) _____ MRN _____		
Section 1: Significance of Exposure. Select type of exposure(s) that apply.		
___ Percutaneous (any puncture) ___ Non-intact Skin (cut, chapped, abraded, dermatitis) ___ Mucous membranes (eyes, mouth, nose, vagina, anus) • Any of the above, proceed to section 2.	___ None of the options listed in the left column. • No PEP is required. No further action required.	
Section 2: Fluid Type Exposure Select the fluid risk that applies.		
___ Low risk fluid: Saliva, sputum, nasal secretions, sweat, tears, urine, feces, vomit or screen blood product are low risk if not contaminated by visible blood. • No further action required.	___ High risk fluid: Blood, tissue, genital, amniotic, cerebrospinal fluid (CSF), pleural, synovial or any fluids with visible blood. • Proceed to section 3.	
Section 3: Exposure Severity Select the severity of exposure that applies		
<u>Blood Exposure</u> ___3 More severe (hollow bore needle, deep puncture, blood visible on device, needle used in artery or vein) ___2 Less severe (solid needle, superficial scratch) • Check the corresponding number in Table 1 (end of document). • Continue to section 4.	<u>Non intact skin/mucous membrane exposure</u> ___2 Large volume (greater than 5 mls, duration greater than 5 minutes, large area exposed) ___1 Small volume (less than 5 mls, duration 5 minutes or less, small area exposed)	
Section 4: Exposed Hepatitis B status.		
___0 Immune or HepB Positive HBsAb greater than 12 IU/L at any time or has had 3 dose series Skip section 5 Go to section 6	___4 Susceptible HBsAb (antibodies) less than 12 IU/L, did not receive 3 dose series Transfer # to Table 2 and continue to section 5	___5 Pending Results for HBsAb and HBsAg pending if past results unavailable Transfer # to Table 2 and continue to section 5
Section 5: Source Hepatitis B Status – refer to Source Risk Assessment.		
___ Negative Source is HBsAg negative within the last 3 months and has no risk factors according to the Source Risk Assessment form. No Hep B PEP needed. Continue to Section 6.	___I Infected + HBsAg or risk factors identified in the Source Risk Assessment form or source unknown but a high risk situation or area. Transfer letter to Table 2 and continue to Section 6.	___P Pending Blood work to be drawn on the Source for HBsAg if past results not available. Transfer letter to Table 2 and continue to Section 6.

Section 6: Source HIV status- refer to Source Risk Assessment.		
<p>___ Negative HIV screen negative and no risk factors according to the Source risk assessment form. Proceed to Table 2.</p>	<p>___ F Risk factors Risk factors identified and HIV screening results unknown or source unknown Transfer letter to Table 1.</p>	<p>___ H Positive HIV status Transfer letter to Table 1.</p>

Table 1. HIV PEP Medication Recommendations

Select the number from Section 3 and the letter from Section 6 wherever they appear in the table below. **When 2 boxes in the recommendation row are checked, follow the treatment provided in the row to the right.**

Select the number from Section 3.	Select the letter from Section 6.	HIV PEP Recommendations
Exposure Severity	Source HIV Status	
___ 1	___ F	HIV PEP NOT recommended – Exposure does not pose a known risk for HIV transmission
___ 1	___ H	Extremely low risk for HIV transmission
___ 2	___ F	PEP is optional and should be based on an individual basis and a discussion between the person exposed and the Health Care Provider. Appendix D for recommendations
___ 3	___ F	
___ 2	___ H	Increased risk for HIV transmission, PEP should ideally be given within 2 hours after exposure but may be given up to 72 hours from the time of exposure. HIV PEP should be determined on a case by case basis between the exposed person and Health Care Provider. Appendix D for recommendations
___ 3	___ H	

Table 2. Hepatitis B PEP Recommendations

Select the number from Section 3 and the letter from Section 6 wherever they appear in the table below. **When 2 boxes in the recommendation row are checked, follow the treatment provided in the row to the right.**

Select the number from Section 4. If no number applies No Hepatitis B PEP required.	Select the letter from Section 5.	Hepatitis B PEP or Vaccine Recommendations
Exposed HBV status	Source HBV status	
___ 0	___	Exposed person is already Hepatitis B immune or disease positive. No Hepatitis B PEP or immunization is required.
___ 4	___ P	Results pending on Exposed and/or Source HBV testing. If results will not be available within 24 hours consider Hepatitis B PEP. Appendix D for recommendations.
___ 5		
___ 4	___ I	Exposed is susceptible or results pending and Source is infected. Recommend Hepatitis B PEP (HBIG and HBV vaccine if Exposed is non-immune). Appendix D for recommendations
___ 5		

Completed by: _____	Date & Time: _____
----------------------------	-------------------------------

Appendix B

Source Risk Assessment

Exposed name: _____ Exposed MRN: _____

Source name: _____ Source MRN: _____

Source Information Collected by: _____

Location of exposure _____ Date: _____

How was the Information from the Source Risk assessment completed:

From Source Source unable/unavailable From substitute decision maker (SDM) Source Unwilling

PREVIOUS SOURCE TESTING

Known Source Testing History for (testing done within the last 3 months can be used)

Hepatitis B Positive HBAG Negative HBAG HBAG not tested in last 3 months

Hepatitis C Positive HCV screen Negative HCV screen HCV screen not tested in last 3 months

HIV Positive HIV Negative HIV HIV not tested in last 3 months

Section #1 Risk Factors			
Check the source patient response to these questions	No	Yes	Uncertain
1. Have you ever been told you are HIV positive?			
2. Have you ever been told you have Hepatitis B?			
3. Have you ever been told you have Hepatitis C?			
4. Have you had sexual or blood contact with a person who had a positive blood test for HIV?			
5. Have you had sexual or blood contact with a person who had a positive blood test for Hepatitis B or C?			
6. Have you ever injected non-prescription drugs?			
7. Have you ever had sex with someone who injects non-prescription drugs?			
8. Have you ever lived on the streets or shared drugs or had sex with someone living on the street?			
9. Have you ever traded money for sex or drugs?			
10. Are you a male who has sex with other males?			
11. Have you had unhygienic tattoo or body piercing (meaning tattoos or piercings done with needles used on two or more individuals without sterilization or from amateur or mobile operators)?			
12. Have you or a member of your household ever lived in Sub-Saharan Africa, South Asia or Southeast Asia?			
Section #2: Based on the above formation provided, the source has been designated the following risk level:			
<input type="checkbox"/> No Risk Source (no risk factors identified) answered NO to all above questions <input type="checkbox"/> Low Risk Source (only answered yes to question 11) <input type="checkbox"/> High Risk Source (identified risk factors and/or known HIV, Hep B, Hep C positive, answered YES to one or more questions)			

Obtain verbal consent from source. Order testing if Source is low risk or high risk.

Information from this form to be used for section 5 and 6 of the Blood and Body Fluid Exposure Worksheet.

What is an exposure?

An exposure to infected blood, tissue or other potentially infectious body fluids can occur by a puncture from a used needle or by a cut with a sharp object that has had contact with blood and body fluids. It can also occur after a large splash that involves contact with mucous membranes (eyes, nose, mouth) or significant areas of skin that is chapped or broken. An exposure potentially increases the risk of acquiring Hepatitis B, Hepatitis C and HIV.

Body fluids capable of transmitting Hepatitis B, C, and/or HIV:

- Blood
- Breast Milk
- Semen
- Vaginal Secretions
- Other fluids that surround joints/organs in the body

The following body fluids do not pose a risk of transmitting Hepatitis B, Hepatitis C, and HIV unless they contain visible blood:

Urine
Saliva

Nasal secretions
Vomit

Feces
Tears

Sputum
Sweat

The risk of infection with Hepatitis B, Hepatitis C, or HIV is dependent on:

- the amount of fluid you've been exposed to → more fluid = higher risk
- the amount of time you were in contact with the fluid → more time = higher risk
- the person you've been exposed to → the more ill with the disease (Hepatitis or HIV) = higher risk
- the depth of the wound → deeper wound = higher risk
- the type of device → injury with a hollow bore, blood-filled needle = higher risk
- the type of fluid you've been exposed to → blood = higher risk

What should you do when you've had an exposure?

First aid:

- Wash the injured/exposed area well with soap and water.
 - For a splash to your eyes, flush with water or saline solution.
 - For a mucous membrane exposure (mouth or nose) or skin exposure, flush with water.
- Report the injury to your supervisor if it was an occupational injury and begin the workers compensation paper work.

Appendix C **Blood and Body Fluid Exposures Fact Sheet**

Do I need to go to the ER?

It is advisable you visit the ER if:

- the source is known to be HIV (+), or has risk factors for HIV
- the source is known to be Hep B (+) and you have never been immunized for Hepatitis B or have been told you are a “non-responder”
- the source of the blood/body fluid is unknown
- you have had a “high-risk” exposure:
 - a deep, percutaneous injury
 - injury with a device that was inserted directly into the patient’s artery or vein
 - injury with a large bore, hollow needle

In the ER your exposure will be evaluated to determine if there is a need for post-exposure prophylaxis (PEP), which is a medication that is given to reduce the risk of infection with HIV and or Hepatitis B. The evaluation considers the type of exposure/injury you have had and the patient you have been exposed to. PEP should be given as soon as possible after a high risk exposure.

In order to protect yourself and others, please refrain from the following until serology results of the person you’ve been exposed to are known:

- Unprotected sex
- Donating blood, semen, organs or tissues
- Sharing personal hygiene items such as toothbrush/razor/nail files

What follow-up will be done?

A Health Care Provider will investigate the injury and circumstance and arrange to have blood work completed on you and the source, if available. Depending on the sources blood work results, you may be advised to have follow-up blood work done 1 and 3 months after the exposure; this will also be the case if you have been exposed to an unknown source. A Health Care Provider will contact you to advise of all blood work results.

Risk Assessment Stratification Protocol (RASP) to help patients decide on the use of postexposure prophylaxis for HIV exposure

Les Vertesi, MD, MHSc

SEE ALSO PAGES 35, 36 AND 38.

Introduction

All risks are relative. The response of most people to risks however, comes not from rational processes, but from fear. Situations in which HIV prophylaxis must be considered put emergency physicians into a difficult position. Guidelines are fine in theory, but in practice, people exposed to something as fear-inspiring as HIV are usually not in a position to make logical choices. The Risk Assessment Stratification Protocol (RASP) (Fig. 1) uses the principles of Bayesian analysis to give people a way to make decisions under these circumstances, by putting their risk into perspective alongside risks that we all take in our everyday lives. Table 1 is a useful guide to help patients understand what various levels of risk really mean.

There is one important caveat. Probabilities look like numbers and therefore tend to be used as measurements. They are not, however, really numbers, but estimates, which means they cannot have exact values. To illustrate, probabilities of 1/1000 and 1/1100 are for all intents and purposes the same thing. When discussing probabilities of this nature, only large differences are important. This protocol assumes that the minimum relevant difference for decision-making purposes is one order of magnitude (a factor of 10). So even if some of the values in the RASP formula are not precise, it makes little difference because they would need to be out by a factor of 10 to substantially alter any decisions.

Using the RASP

Steps A, B, and C assess the probability of exposure to the virus by assigning a score to each of the major risk fac-

tors. Bayes' theorem tells us that probabilities that occur in sequence are multiplied together to give a net probability, so the product of these 3 scores ($A \times B \times C$) forms the denominator for the "Basic Risk." Step D gives us a multiplier, or numerator for the Basic Risk. Together they give us the "Total Risk" of contracting HIV from the given exposure. The values used in Steps A to D have been adjusted to reflect as closely as possible the actual experience in an average Canadian community. In places with a different prevalence of disease, these would need to be modified.

Example 1

A hospital worker is pricked by a needle from a known HIV carrier who does not have clinical AIDS. In this case, value $A = 10$, value $B = 1$, and value $C = 100$. $A \times B \times C = 1000$ so the Basic Risk is 1/1000. Assuming we are dealing with a small-bore 25-g needle, the multiplier is 3, so the Total Risk is 3/1000 or approximately 1 in 300. This is a small risk, but definitely worth treating.

Example 2

A hospital worker is pricked by an old needle from a hospital garbage tray of unknown age, but probably at least 24 hours old. The wound is small, and there is no bleeding. In this case value $A = 1000$, value $B = 100$ and value $C = 200$. The Basic Risk then is 1 in 20 000,000. Even if this is a large-bore 18-g needle (modifier value = 5), the Total Risk is still only 1 in 4 million, about equal to your lifetime risk of being on a bridge when it collapses. This exposure is not worth treating.

The treatment thresholds suggested in Table 2 are merely suggestions but they follow the principle that if

From the Royal Columbian Hospital, New Westminster, BC

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Table 1. Risks in everyday life

Risk of dying in the next 12 months	
Overall risk of dying in the next 12 months (all causes)	1/3 000
Specific causes of death in the next 12 months	
• from a lightning strike	1/2 000 000
• in an accident in your bathtub or shower	1/1 000 000
• from a previously unknown allergy to a prescribed drug	1/1 000 000
• by choking to death on food	1/160 000
• in a bicycle accident (if you own a bicycle)	1/130 000
• from toxic shock if you use tampons	1/100 000
• by drowning	1/50 000
• from a fire	1/50 000
• as a pedestrian hit by a car or truck	1/40 000
• in a work-related accident (office workers)	1/37 000
• from a fall	1/20 000
• in a work-related accident (overall)	1/11 000
• by being murdered	1/11 000
• while jogging (average 2 h/wk)	1/10 000
• in a road accident	1/6 000
• from any kind of accident	1/3 000
Other risks	
• risk of dying on your next commercial jet flight	1/5 000 000
• lifetime risk of being on a bridge when it collapses	1/4 000 000
• risk of dying if you get influenza	1/5 000
• risk of being diagnosed with cancer in the next 12 months (overall death rate 50%)	1/3 600
• risk of being diagnosed with lung cancer in the next 12 months if you are (or were) a smoker (overall death rate about 90%)	1/250
• risk of having a heart attack in the next 12 months if you are over 35 years of age	1/77

Adapted from Laudan L. *The Book of Risks: Fascinating Facts About the Chances We Take Every Day*; John Wiley & Sons Inc.; 1994.

Table 2. Risk level and treatment recommendation

Risk level	Suggested treatment
< 1/1000	Definitely indicated
1/1000–1/10 000	Recommended but optional
1/10 001–1/100 000	Optional but not recommended
>1/100 000	Not indicated

something reasonable can be done to minimize risks that are greater than those encountered in daily life, it should be done. For example, our chance of being hit and killed by a car may not be enough to fret about, but it is certainly enough for us to take reasonable precautions, such as using

crosswalks as long as they are not too far out of our way. On the other hand, trying to take precautions against being struck by lightning makes no sense because that may involve actions that are at least as risky as the problem we are trying to avoid. Antiretroviral therapy is not without side effects, and even if these are not lethal, they are frequent enough to make compliance an issue. By giving the risk of HIV exposure a numeric instead of a Yes/No value, patients gain the ability to make reasoned choices particular to their own situation, should they choose to do so.

Competing interests: None declared.

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HIV Post-Exposure Prophylaxis (PEP) – Please notify the CPHO of PEP initiated in the ER

A 7 Day starter pack is available at QEH and PCH Emergency Departments free of charge to exposed persons. The medications are Raltegravir 400mg BID and Truvada 1 tab daily. If there is no primary health care provider please prescribe the remaining 21 days of PEP using the Provincial Pharmacy Fax Form (Appendix F) or a regular prescription pad and fax to the Provincial Pharmacy at 902-368-5001.

If PEP is started & source later determined to be HIV negative, PEP should be discontinued.

Hepatitis B Post-Exposure Prophylaxis (PEP)

Hepatitis B Immune Globulin (HBIG) IM dose 0.06 mL/kg Ventrogluteal/Vastus Lateralis^a

Hepatitis B vaccine IM dose 1ml Deltoid^a

HBIG should be administered in the ER as well as the first dose of HB vaccine. Refer to the local Public Health Nursing office for the remaining doses.

^aHepatitis B vaccine should always be given in the deltoid. HBIG should be given in larger muscles to accommodate larger volumes.

Additional laboratory testing

- Baseline evaluation of individuals beginning HIV PEP should include laboratory assessment of hepatic and renal function, evaluation for sexually transmitted infection (STI) and hepatitis infection, and subsequent appropriate management.
- Ongoing laboratory monitoring of biochemistry and hematology during HIV PEP is advised only for those with baseline laboratory abnormalities, or in those who develop signs or symptoms of organ dysfunction or medication-related adverse effects during therapy.

If the exposed person must continue PEP for the full 28 days and tolerability to the initial PEP therapy is problematic an alternative regimen may be considered. For further information contact the Provincial Infectious Disease consultant.

Suggested evaluation at baseline, during and after HIV post-exposure prophylaxis

Test	Baseline	Week 2	3 months
HIV testing	X		X
Test Hepatitis A immunity (hepatitis A total antibody)	X		
Hepatitis B screen (surface antigen, surface antibody, core antibody)	X		X^^
Hepatitis C screen (hepatitis C antibody)	X		X
Complete blood count	X		
Alanine aminotransferase	X	X**	
Serum creatinine	X	X**	
Pregnancy testing (if appropriate)	X		
Screening for gonorrhoea and chlamydia (urine NAAT; throat and rectal swabs culture or NAAT; test anatomic sites depending on type of sexual activity reported)	X*		X*
Syphilis serology	X*		X*

*If exposure due to sexual assault

**Suggested if abnormal at baseline or symptomatic.

^^ If not immune

**PRINCE EDWARD ISLAND
DRUG COST ASSISTANCE
PROGRAM**

CONFIDENTIAL FAX

To: **Provincial Pharmacy**
P.O. Box 2000, 16 Fitzroy Street
Charlottetown, PE C1A 7N8

Phone: 902-368-4947
Fax: 902-368-5001

From: (Name) _____
(Address) _____
(Postal Code) _____

Phone: _____
Fax: _____

Patient Name: _____

PEI Personal Health Number: | _ | _ | _ | _ | _ | _ | _ | _ | _ |

Patient Address: _____

_____ **Postal Code:** _____

Prescriber Certification

This prescription represents the original of the prescription drug order.
The pharmacy addressee noted above is the only intended recipient and there are no others.
The original prescription has been invalidated and securely filed, and it will not be transmitted elsewhere at another time.

Physician Name (print name): _____

Physician Signature: _____ **Date:** _____